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UNITED STATES PATENT AND TRADEMARK OFFICE

COMMISSIONER FOR PATENTS  
UNITED STATES PATENT AND TRADEMARK OFFICE  
WASHINGTON, D.C. 20231  
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APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
10/071,629	02/07/2002	Richard J. Meckstroth	01-21

CONFIRMATION NO. 2348

## FORMALITIES LETTER



\*OC000000007618268\*

DAYCO PRODUCTS, LLC  
1 PRESTIGE PLACE  
MIAMISBURG, OH 45342

Date Mailed: 03/12/2002

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

*Filing Date Granted*

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

*A copy of this notice **MUST** be returned with the reply.*

*Ayida Gorton*

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

04/15/2002 AOSMAN1 00000087 040375 10071629

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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re Application of :  
Richard J. Meckstroth :  
Serial No.: 10/071,629 :  
Filed: February 7, 2002 :  
For: HYDRAULIC ASYMMETRIC :  
DAMPED BELT TENSIONER :

RESPONSE

Assistant Commissioner for Patents  
Washington, D.C. 20231  
Sir:

This is in response to the Patent and Trademark Office (PTO) NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION-FILING DATE GRANTED, dated March 12, 2002 (copy attached). Accordingly, Applicant encloses herewith the Declaration, Power of Attorney and Petition for the above-identified application that has been signed and dated by the inventor.

FEES:

The required surcharge of \$130.00 for filing missing parts which is set forth in said Notice is to be charged to Dayco Deposit Account No. 04-0375. A duplicate of this paper is attached for this purpose.

Aside from the above, it is believed that no further fees are required. However, if through inadvertence, sufficient fees do not accompany this paper, please charge the Dayco Deposit Account No. 04-0375 for any missing fees that may be required so that this paper will be fully effective on the effective date thereof.

REMARKS:

In view of the above, it is believed that Applicant has complied with all requirements set forth in the Notice to File Missing Parts whereby it is respectfully requested that Applicant now be given an action on the merits of this application.

Respectfully submitted,

RICHARD J. MECKSTROTH

By

Joseph V. Tassone

Joseph V. Tassone, Reg. No. 20,998

Attorney for the Applicant

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Date: March 28, 2002

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**CERTIFICATE OF MAILING**

I hereby certify that this correspondence is being deposited with the United States Postal Service as first class mail in an envelope addressed to: Assistant Commissioner for Patents, Washington, D.C. 20261, on

3/28/02  
(Date of Deposit)

Joseph V. Tassone 20,998  
Attorney Reg. No.